

MINUTES

MINUTES OF THE SPECIAL SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON WEDNESDAY, JUNE 21, 2017, AT 6:00PM PM IN THE BISBEE MUNICIPAL BUILDING, 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 6:00PM.

ROLL CALL

COUNCIL

Councilmember Anna Cline, Ward III
Councilmember Joan Hansen, Ward II
Councilmember Frank Davis, Ward I
Mayor David M. Smith
Councilmember Bill Higgins, Ward I
Councilmember Douglas Dunn, Ward II , Mayor Pro Tempore
Councilmember Gabe Lindstrom, Ward III

STAFF

Richard J. Marsh Jr., City Manager
Ashlee Coronado, City Clerk
Albert Echave, Police Chief
Mark Burneleit, Fire Chief

CITY ATTORNEY

Elda Orduno

THE FOLLOWING ITEMS WERE DISCUSSED AND/OR CONSIDERED AT THIS MEETING:

1. Discussion and Possible Approval of a Resolution stating intent to remove the City Manager.
David M. Smith, Mayor

Mayor Smith explained that this item was discussed during a meeting held on Monday. This meeting was now to state and approve a Resolution. He said that this Resolution was stated in two possible ways either with cause or without cause. Mayor Smith opened the item for discussion.

Councilmember Davis said that he was thinking this Resolution should be passed without cause.

MOTION: Councilmember Davis moved to approve Resolution R-17-08 of the Mayor and Council Pursuant to Section 3.09 of the Charter, Stating a Preliminary Intent to Remove the City Manager without cause and Suspending the City Manager from duty.

SECOND: Councilmember Dunn

Mayor Smith read the Resolution.

ROLL CALL VOTE:

AYES: Councilmember Cline, Hansen, Davis, Higgins, Dunn, Lindstrom and Mayor Smith

NAYS: 0

MOTION PASSED: AYES -7; NAYS -0

Mayor Smith informed Mr. Marsh that he was free to leave the meeting if he so chose.

2. Discussion and Possible recommendations on how to move forward in filling the vacant City Manager position.

David M. Smith, Mayor

Mayor Smith explained that in his opinion that it would be in the best interest of the City of Bisbee to fill the position of an Interim City Manager as soon as possible. This would keep projects on line. The fact is that Staff was currently overworked and it would not be fair on many levels to appoint one of the staff members as Acting City Manager. He said that it was his opinion to look elsewhere. With that he contact Arizona League of Cities and Towns and they recommended Interim Public Management LLC, who was a group of retired City Managers who fill upper level positions on an interim basis. He said that he didn't believe we should immediately start a search for a new City Manager. Mayor Smith said that he contacted the president of the corporation and discussed our needs. A retainer letter had been sent from Interim Public Management requesting a retainer of \$1,500 in order to provide services. The \$1,500 would be deducted from any future billings if we were to use one of the people they employ. This was their employee kind of like a temp service. We pay them (Interim Public Management LLC), and they pay the employee. He explained that this was very flexible; there was no dollar amount on this because it was dependent on what we wanted. The initial \$1,500 was a retainer to get the resumes in and get the process moving. They would be doing all of the vetting and then pass the resumes along to us. Mayor Smith suggested that a small committee review the resumes and make a decision on which resumes to bring to Council.

Councilmember Lindstrom asked if it was a possibility that we had a Bisbee person that could step up to fill that role.

Mayor Smith said that there may be a Bisbee person that may want to apply for the permanent City Manager, but that would have to remain to be seen.

Councilmember Lindstrom said that he did not really like this idea.

Mayor Smith said that in his opinion we needed someone who had been a City Manager, someone who could step into the position and work with Department Heads and keep everything on track.

Councilmember Davis asked how long the commitment was on this agreement.

Mayor Smith explained that there was no commitment. If we got someone that was not working out we could get rid of them and get someone else.

Councilmember Davis agreed that we needed to get someone as soon as possible to keep the wheels turning.

Councilmember Cline agreed with the Mayor. As much as she would like to have a local person, because of everything we were going through as a City, it would be nice to have some fresh eyes on a temporary basis. This would give us time to go through a search. Bringing a professional in was what we needed right now.

Councilmember Hansen said she agreed. During the last process she felt rushed. She didn't want to be in that position again. We needed an interim and this would give us time to thoroughly vet someone.

Councilmember Higgins said as much as he would like a local person do this for a while, we are short on staff and that would create a burden. He trusted the Arizona League of Cities and Towns. This wasn't a bad idea. There could be at least 2 or 3 weeks before we get an interim.

Mayor Smith said that they indicated that Interim Public Management LLC could find three well qualified people who would want to be her very quickly.

Councilmember Dunn said that he had an alternative to conducting a national search. He had been contacted by citizens who feel we should do an internal search and look at hiring someone from within the City of Bisbee. They know the community and the current City operations.

Mayor Smith asked for clarification on what Councilmember Dunn was requesting, was this regarding the permanent City Manager position.

Councilmember Dunn said that this was regarding the permanent hiring of a City Manager.

Mayor Smith said that he wanted it clearly understood that we are not hiring a City Manager. This was specifically for an interim City Manager while Mr. Marsh was on paid administrative leave.

Councilmember Lindstrom asked if we had an Interim City Manager before Mr. Marsh got here. He then said that we could probably find someone here in Bisbee. Bisbee had a lot of talent and we were always bringing in new people. Even the last City Manager was an outside person and he didn't work out.

MOTION: Councilmember Hansen moved that we contract with Interim Public Management LLC for an Interim City Manager and to authorize the retainer fee of \$1,500 and to allow Mayor Smith to sign the retainer letter.

SECOND: Councilmember Davis

ROLL CALL VOTE:

AYES: Councilmember Cline, Hansen, Davis, Higgins, Dunn and Mayor Smith

NAYS: Councilmember Lindstrom

MOTION PASSED: AYES -6; NAYS -1

Mayor Smith explained that he did not want to discuss the vetting process because we were not there yet. We were only discussing the interim basis. He wanted to have a discussion on who should look at the resumes to bring back to Council. He asked if Council wanted to vote on who the Interim City Manager was or would they trust the committee to decide which resume was the best. If Council wanted to vote on it we would need a Special Session.

Councilmember Cline said that she felt that it was Councils duty to look over the resumes and decide.

Councilmember Hansen asked the City Attorney if Council had to vote on this.

Ms. Orduno responded that per the Charter, Council had to appoint the Manager even if it was Interim.

Mayor Smith clarified that he understood that the Council had to take a vote, but he wanted to know who would make a decision as to which resumes were brought to Council.

Mayor Smith said that we would receive up to 3 professional resumes that had been vetted by this company that fill the bill for what had been discusses. He asked if Council wanted to set a meeting assuming that we would get the resumes, to get this person on board as soon as possible.

Councilmember Hansen asked if there would be an actual interview for them or would it be on paper.

Mayor Smith said that it would be a paper review.

Councilmember Cline said that we could invite them for an interview in person.

Mayor Smith said that if we were willing to pay them we could. That would cost us extra money. At this point we would want to get the resumes to Council and make a decision. Assuming we get the resumes this week, how soon could we have a Special Meeting.

Councilmember Lindstrom said that if they could fill the position why wouldn't they just do it. Everyone looked good on paper.

Councilmember Cline asked if there was a possibility for a meeting on Monday or Tuesday next week.

Mayor Smith said that assuming that we got the resumes we could have a meeting on Tuesday. He said that Council would be receiving the resumes.

Councilmember Dunn said that he would be leaving for vacation and wanted to speak. He said that as an alternative to conducting a national search he wanted to discuss doing an internal search to select someone from within City Hall. He said that he had been contacted by a number of citizens who thought we should do that and we should have done that. He specifically wanted to include the person who was serving as out contract Grant Writer as well as Department Heads and others within the City. These people know the City and the operations. He would like to see things move more quickly which this would allow us to do. He agreed that personnel wise we were stretched and it was unrealistic as an Acting City Manager. He was not convinced that conducting a national search would result in a better candidate. Bisbee was not seen as a plumb opportunity given our budget constraints and other factors. He said that he was also concerned with the time delay; there were things that needed to be addressed now. What would be done in the interim? He said that with an outsider would take some time for orientation. He thought that now that we had gone through the budget there had been some comments regarding that amount now budgeted for the City Manager and looking within would be an opportunity to recruit someone at less than \$95,000 and reduce the recruitment and moving costs in terms of a City Manager. He supported using someone from the League or a retired professional but he preferred to only use that retired professional to advise us in specific areas of need, instead of overseeing the general operations of the City. He said that this was his fourth recruitment process for City Manager and what had been done in the past was not working. He said that there was interest expressed in terms of an internal candidate during the last search and there were others who did not apply who had also expressed interest. He would like Council to consider doing the interim search from within the City of Bisbee that would allow us to have an experienced person on board quickly. We could immediately have a succession plan to cover that person immediately that way one person was not doing two jobs.

MOTION: Councilmember Cline moved to adjourn the meeting.

SECOND: Councilmember Lindstrom

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 6:35PM

David M. Smith, Mayor